

**SUSSEX COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
MEETING MINUTES  
MARCH 8, 2012**

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There were 18 members/guests in attendance.

Chip Stevenson	Sussex County LEPC
Joe Murabito	New Castle County LEPC
David Mick	Kent county LEPC
Ken Greeson	DHS
Robbie Murray	SCEMS
Bob Kendall	Mountaire
Mary Whalen	Magnum Electronics
Allen Atkins	Town of Milton
Marilyn O'Neal	Perdue
Lynn Poling	Lewis Environmental
Kris Gontovsky	DNREC
Jay Brabson	DNREC
Barbara Shufelt	American Red Cross
Terry Hastings	ARES
Cheryl Littlefield	Beebe
George Mackie	Dogfish Head Brewery
Robert Rogers	Bayhealth
Peter Uhey	Bayhealth

Chairman Stevenson called the meeting to order at 10:00 a.m.

The minutes of the January 12, 2011 meeting were approved.

All attendees introduced themselves.

## REPORTS

### Tier II Manager- Kris Gontkovsky

Kris Gontovsky from the DNREC-EPCRA program read the following written report:

**DNREC  
EPCRA REPORTING PROGRAM  
Tier II Update (As of 03/08/2012)**

**I. FUNDS**

\$256,480 collected so far this year from 2011 Tier II reports.

**II. REPORTING**

A. 1,937 total active facilities.

B. 1,649 facilities have submitted their 2011 report.

C. 245 facilities have not started their 2011 report.

D. 43 facilities have started their 2011 report, but have not finished.

**III. STEPS FORWARD**

A. Work on reviewing received submittals for data quality/compliance issues.

B. Emails/phone calls to facilities with delinquent reports/fees.

C. Work with 911 centers to update street addresses, lat/long coordinates, and corresponding fire district for new facilities.

**IV. TIER 2 MANAGER UPDATE**

Major overhaul scheduled for the summer of 2013. IDSi (via DNREC) is currently taking suggestions on what needs to be included in the next version of T2M.

### Incident Reports- Eric Huovinen

No incidents to report.

### DEMA Updates- Art Paul from DEMA provided a report:

SERC Meeting – The next SERC meeting will be held on Wednesday, March 14, 2102 at DSFS-Dover.

HMEP Grant-The various HMEP sub grantees continue to work on their plans.

HazMat Conference-The 5<sup>th</sup> Annual HazMat Conference will be held on March 30<sup>th</sup> and March 31<sup>st</sup>, 2012 at the Smyrna Readiness Center. The HazMat Conference Planning Committee continues to move forward. Registration sheets and presenter bios are still available.

LEPC Budget Process-The FY2013 Budget will be presented to the SERC membership at the next SERC meeting.

### Decon Trailer Updates- Eric Huovinen/Dave Mick

No updates to report.

**New Castle County LEPC**-Joe Murabito

Joe reported that New Castle County's next LEPC meeting will be held on Monday, March 12 at Lewis Environmental in New Castle. Joe also began a discussion among the Sussex County LEPC group concerning facility first responders.

**Sussex LEPC**-Chairman Chip Stevenson reported on the following subjects:

- He attended the Annual Emergency Response Coordination meeting at L.D. Caulk in Milford.
- He attended the SERC HazMat Flow Study meeting on February 8<sup>th</sup>.
- He attended the SERC Information and Technology meeting on March 7<sup>th</sup>.
- He attended the DECON User's Group meeting on March 7<sup>th</sup>.
- He participated in the HazMat Conference Planning Committee meetings on January 25th and February 15<sup>th</sup>.
- He visited the Pictsweet facility in Bridgeville on February 21<sup>st</sup>.
- He visited the NRG Power Plant in Dagsboro on February 23<sup>rd</sup>.

**PRESENTATIONS:**

Ken Greeson, Protective Security Advisor, U.S. Department of Homeland Security, provided a presentation on facility critical infrastructure protection.

***NEXT MEETING: 10 A.M., THURSDAY, MAY 10<sup>TH</sup>, 2012 AT THE SUSSEX EOC IN GEORGETOWN.***